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REGISTRATION RENEWAL REQUIREMENTS

Renewal Period For Privately Held Vehicles: Registrations expire on the vehicle owner/lessee's birthday and must be renewed during the 30 day period preceding and ending on the owner/lessee's birthday.

Renewal Period For Business/Organizations: Registrations in the name of a business, corporation or organization expire at the end of the business/organizations' designated registration month. Business/organization registrations are staggered by month according to the first letter of the company name as shown on the registration application. Business/organization owned vehicle registrations must be renewed during and no later than the end of the designated renewal month.

Business Name	Registration Month	Business Name	Registration Month
A-B	January	M-N	July
C-D	February	O-P	August
E-F	March	Q-R	September
G-H	April	S-T	October
I-J	May	U-V-W	November
K-L	June	X-Y-Z	December

IMPORTANT: You must register by the end of your designated renewal period to avoid a 10% tax penalty (\$5.00 minimum) and a 25% tag penalty for each vehicle. Applications postmarked after the last day of your registration renewal period will be returned for penalties. Please include penalties in payment if paying after renewal deadline.

Billing Information: As a courtesy, The DeKalb County Tax Commissioner's Office will mail you a renewal registration application if you are currently registered in DeKalb County. The renewal application will be mailed to the address of record, or the billing address listed on the record. As Motor Vehicle records are confidential, the renewal application **will not be forwarded** in the event the address of record is no longer valid. If you need to renew your tag and are currently registered in another Georgia County, call (404) 298-4000 for further direction.

Completing the registration application: The following requirements or information will be required to complete the registration renewal process:

- ☐ **EMISSION CERTIFICATE/NUMBER** Vehicle emissions inspection/testing is required every year prior to registration renewal. For 2011 renewal year all 1987-2008 model year vehicles require an emissions test. Vehicles exempted from emissions requirements are 1986 and older models, 2009 and newer model year vehicles, diesel powered vehicles, and vehicles with a GVW greater than 8500 pounds, and motorcycles. **NEWLY TESTED VEHICLES MUST ENCLOSE EMISSIONS CERTIFICATE TO COMPLETE THE RENEWAL REGISTRATION PROCESS.**
- ☐ **ELECTRONIC PROOF Georgia Liability Insurance** (transmitted by your insurance company to Georgia Insurance Compliance Systems), or binder less than 30 days old.
- ☐ **SIGN AND DATE APPLICATION**
- ☐ **ENCLOSE PAYMENT** Money order or check payable to DeKalb County Tax Commissioner (**Name and residential address must be preprinted on check. P.O. Box addresses and out-of-state checks not accepted.**)